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"Be at war with your vices, at peace with your neighbors, and let every New Year find you a better man."

-Benjamin Franklin

NONACADEMIC REPORT

KDE will not be pulling nonacademic files for districts review until the week of December 19-23.

Due to unforeseen issues with the State Nonacademic Report, delays occurred in the processing of exceptions.

District Assessment Coordinators will be notified as soon as files are ready for review.

Final review by districts will be due by January 17.



INFINITE CAMPUS USER GROUP MEETINGS

Infinite Campus (IC) Client Executive Lisa Rhoton has worked with school districts to schedule eight different user group meetings across the state to start the New Year.

An IC trainer will be covering topics such as ad hoc, system admin, calendar and enrollment roll forward and general information of recent or upcoming enhancements.

If you would like to register, please e-mail Lisa Rhoton at lisa.rhoton@infinitecampus.com and let her know at which location you would like to attend and how many will be participating.

January 23

Paducah Independent
Central Office Board Room
800 Caldwell Street
Paducah, Ky.

January 24

Warren County
Central Office
303 Lovers Lane
Bowling Green, Ky.

January 25

Daviess County
DCPS Learning Center
1700 Parrish Plaza Drive
Owensboro, Ky.

January 26

Russell County
Auditorium & Natatorium
2167 S. Hwy. 127
Russell Springs, Ky.

January 30

Kenton County
Central Office
1055 Eaton Drive
Ft. Wright, Ky.

January 31

Madison County
Southern HS Auditorium
279 Glades Road
Berea, Ky.

February 1

Johnson County
Central Office
253 N. Mayo Trail
Paintsville, Ky.

February 2

Bullitt County
Central Office
1040 Hwy. 44 East
Shepherdsville, Ky.



INFINITE CAMPUS (IC) CONTRACT RENEWAL

As of November 30, 2011, the Infinite Campus contract was renewed and will remain in effect through November 30, 2013. Kentucky and Infinite Campus agree that highly reliable and consistent data are of utmost importance.

Infinite Campus University (ICU) will continue to provide Kentucky a training environment for new release, program and core system functionality. ICU provides online recorded and instructor lead training opportunities for Kentucky users. A new ICU policy is expected to address no-shows for instructor lead training. When individuals sign up for training and fail to attend, they take seats away from others. No-shows are subject to removal of access to ICU. Ongoing occurrences can result in district fees for ICU training.

ONCE A STUDENT ... ALWAYS A STUDENT ICON

Former students can transition to a new role in Infinite Campus (i.e., student becomes staff or parent). As a student information system, Infinite Campus retains the student-level information and the student icon regardless of the current role. Infinite Campus has provided guidance to schools and districts on options they have for transitioning a student to a new role within the system. There are two options:

1. Add the new parent/staff information to the existing record and make no changes to the student.

Result: Student icon will display in a household search. An all-person search will display the staff icon if the student became a staff member. All information is retained under one person ID.

2. Add the new parent/staff information and remove the local student ID.

If a district wants to remove the student icon when doing household searches and more easily identify parents or guardians in newly created households, the local student number can be cut and pasted into the demographic comments. The student number is historically retained in the comments field. All other student information remains unaffected and can be found in a student search in calendars in which the individual was actively enrolled.

Result: The historical household will not display the student icon. It could potentially look like a house with no students. The local student number will not display in the search results and can no longer be used in the advanced search for the student affected.

BE PREPARED WITH BACKUP STUDENT SCHEDULE AND DEMOGRAPHIC INFORMATION

With winter weather quickly approaching, be prepared for unexpected situations by saving student schedules and demographic data on a jump drive. As long as you have an emergency laptop with a good battery, you can pop the jump drive in and search for a student when necessary. There are a few different reports that can be used. The Schedule Batch Report can be used to batch-save student schedules, and there are two different Student Census reports that can be used for demographic data use.

1. Schedule Batch Report

PATH: Scheduling | Reports | Schedule Batch

2. Student Census

PATH: KY State Reporting | KDE Reports | Student Census (The report has multiple students per page.)

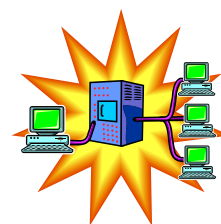
3. Census Verification

PATH: Census | Reports | Census Verification (The report has more information, but one page per student.)



ARE YOU A CENTRALLY HOSTED DISTRICT?

Infinite Campus is targeting hardware maintenance that will only affect centrally hosted districts, (CT and ET time zone servers) production and sandbox environments. The anticipated outage window will include all day Tuesday, December 27 through the end of the day Wednesday, December 28. This planned maintenance does not include the locally hosted districts, only those districts hosted in Frankfort. Please notify Campus users in your district accordingly if this applies to your district.



Office of Knowledge, Information, and Data Services (KIDS) — Division of Enterprise Data

David Couch, Associate Commissioner

DeDe Conner, Director

KSIS Team:

Garnetta Barnette

Becky Jenkins

Ed Maddox

Lisa McKinney

Leigh Ann Welch